



# PLACER COUNTY PLANNING DEPARTMENT

Reserved for Date Stamp

## AUBURN OFFICE

3091 County Center Dr

Auburn, CA 95603

530-745-3000/FAX 530-745-3080

Web page: [www.placer.ca.gov/planning](http://www.placer.ca.gov/planning) Email: [planning@placer.ca.gov](mailto:planning@placer.ca.gov)

## TAHOE OFFICE

565 W. Lake Blvd./P. O. Box 1909

Tahoe City CA 96145

530-581-6280 /FAX 530-581-6282

## APPLICATION FOR TEMPORARY OUTDOOR EVENT PERMIT

### —Office Use Only—

Receipt No. \_\_\_\_\_ Zoning \_\_\_\_\_ Date Received: \_\_\_\_\_

Filing Fee \_\_\_\_\_ File # \_\_\_\_\_ Fee Waived (non-profit): \_\_\_\_\_

Application must be filed 60 days prior to the proposed event and submitted to the Planning Department. The application must be accompanied by a written discussion of the items listed in Section 5.102(a)-(g) of the Placer County Code (located on the reverse side of this application.) Submit completed application, appropriate application fee, and supplemental information to the Planning Department office, 11414 B Avenue, Auburn, CA 95603.

### TO BE COMPLETED BY THE APPLICANT

1. Name-Business Event: \_\_\_\_\_
2. Property Owner: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_
3. Sponsor/Promoter: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_  
If a partnership, list all general partners \_\_\_\_\_
4. Name if Non-Profit Group and Identification No.: \_\_\_\_\_
5. Location/Day/Time of Event: \_\_\_\_\_
6. Description of Event: \_\_\_\_\_
7. Assessor's Parcel Number: \_\_\_\_\_ Parcel Size: \_\_\_\_\_

EVENT IS EXEMPT FROM PERMIT REQUIREMENTS \_\_\_\_\_

SCHEDULED FOR AGENDA \_\_\_\_\_ APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_

APPROVAL SUBJECT TO ATTACHED CONDITIONS: YES \_\_\_\_\_ NO \_\_\_\_\_

### FOR DEPARTMENT USE ONLY

Application routed to the following departments/agencies for comment. Comments due \_\_\_\_\_

Date	Dept./Agency	Attached	Date	Dept./Agency	Attached	Date	Dept./Agency	Attached
_____	Emergency Svcs	_____	_____	Public Works	_____	_____	Health	_____
_____	Planning	_____	_____	Building	_____	_____	Fire	_____
_____	Parks	_____	_____	C D F	_____	_____	Sheriff	_____

I declare under penalty of perjury that the foregoing statements are true and correct.

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Date

## PLACER COUNTY CODE

### SEC. 5.102 APPLICATION FOR PERMIT AND FEE

1. It shall be unlawful for any individual, partnership or corporation to operate, maintain, conduct, advertise, sell or furnish tickets or other types of written authority for admission to a temporary outdoor event (not more than three consecutive days, and not more than two times in one location in a given calendar year) in the unincorporated area of the County unless first obtaining a Permit from the County of Placer to operate or conduct such an event.
2. Application for a Permit to conduct a single temporary outdoor event as defined herein shall be made in writing to the County Planning Department on an application form prescribed by them. Applications for other or more frequent events shall be subject to the permit requirements of the Placer County Zoning Ordinance.
3. Applications submitted to the Planning Department for a Permit under this section shall be accompanied by a non-refundable application fee and shall contain the following information:
  - (a) The name, residence, mailing address and telephone number of the Applicant. If the application is made by a partnership, the names and address of all general partners shall be included. If the Applicant is a corporation, the application shall be signed by the President and attested to by the Secretary thereof and shall contain the names and addresses of all corporate officers, and a certified copy of the Articles of Incorporation shall be attached to the application. The address and telephone number of the principal place of business of the Applicant shall also be included in the application.
  - (b) A scaled site plan (8-1/2x11" or **folded** to that size) showing the location and assessor's parcel number(s) of the premises where the temporary outdoor event is proposed to be conducted, indicate existing buildings on the site, and show all lands to be used for parking or other uses incidental to the outdoor activity. The applicant shall submit proof of ownership of said premises or written consent of all owners thereof for the proposed use.
  - (c) The date and the hours during which the event is to be conducted.
  - (d) An estimate of the maximum number of spectators, participants and other persons expected to attend the temporary outdoor event for each day it is conducted.
  - (e) A detailed explanation of the applicant's program and plans to provide security protection (including that necessary to prevent trespass), water supply, food supply, sanitation facilities, medical facilities and services, fire protection, vehicle parking space, vehicle access and on site traffic control; and if it is proposed or expected that spectators or participants will remain at night or overnight, the arrangements for illuminating the premises and for camping or similar facilities; applicant's plans to provide for numbers of spectators in excess of the estimate, and provisions for cleanup of the premises and removal of rubbish after the event has concluded.
  - (f) A detailed explanation of the applicant's plan for policing the activity with particular emphasis on the control and prevention of alcohol and drug consumption.
  - (g) Expected noise levels at the nearest residential and/or property lines.

This application shall be filed with the Planning Department at least sixty (60) days prior to the time indicated for the commencement of the planned activity and no Permit shall be issued until heard and approved by the Zoning Administrator.